

**Persons subject to the Town of Kensington Code of Public Ethics (“the Code”) are required to understand the Code, to disclose any “conflicts of interests” as they arise and to file an annual financial disclosure form.**

NAME \_\_\_\_\_

TITLE/POSITION \_\_\_\_\_

ADDRESS \_\_\_\_\_

**In reference to the Code of Public Ethics: (check all boxes)**

- ☐ I have read and understand the attached Code and what constitutes a “conflict of interest”.
- ☐ I will report to the Ethics Commission any current or planned situation or financial transaction that has the potential to create a conflict of interest. Planned situations and transactions should be reported at least 30 days prior to the action being taken.
- ☐ I am aware that the Ethics Commission can be asked confidentially to form an advisory opinion in order to assist an official with a matter to which the Code applies.
- ☐ I am aware that any person may submit an Ethics Complaint to the Ethics Commission in order to investigate alleged violations of the Code.

**Disclosure of situations that present a conflict of interest or potential conflict of interest**

- ☐ Disclose below the substance of any transaction, anticipated transaction (when possible, at least thirty days prior to the contemplated action) or other action which presents a potential conflict of interest as described in Sections 2-305 and 2-306 of Article 3 of the Town Code. The disclosure shall include a description of any economic interest or impact resulting from the action or contemplated action. If you have no conflicts of interest, please write ‘none’. Do not leave the line blank.

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*(Use additional pages if necessary)  
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## Disclosure of Gifts

- ☐ List below all gifts in excess of twenty-five dollars in value or a series of gifts totaling one hundred dollars or more in value, received in the preceding calendar year from any one person or entity or on behalf of, directly or indirectly, any person or business entity doing business with, seeking to do business with, or subject to the direct regulatory authority of the Town, except gifts from the spouse, children, parents or from other relatives living in the same household as the person making this disclosure, per Section 2-308 of the Code. If you have no gifts, please write 'none'. Do not leave the line blank.

This image shows a blank sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

(Use additional pages if necessary)

Signature

Date \_\_\_\_\_